



TASIS England

First Aid and Medication Policy

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Amendments:

Date	Amendment
06/03/2017	Updated Contacts for Head of School.
04/04/2017	Updated Contacts for Interim Head of School.

TASIS, THE AMERICAN SCHOOL IN ENGLAND
FIRST AID POLICY

This policy applies to the whole school including boarding and the Early Years Foundation Stage (EYFS)

This Policy is publicly available on the School's website and upon request a copy (which can be made available in large print or other accessible formats if required) may be obtained from the Health Center. All who work, volunteer or supply services to our school have an equal responsibility to understand and implement this policy and its procedures, both within and outside of normal school hours, including activities away from school.

Monitoring and Review: This policy is subject to continuous monitoring, refinement and audit by Mr. Fernando Gonzalez (Head of School), Donna Fearn who is the Health Center Manager and Designated Safeguarding Lead (DSL) and Ann Sinclair who is the Head Nurse. The Board of Directors will undertake a full annual review of this policy and procedures, inclusive of its implementation and the efficiency with which the related duties have been discharged. This discussion will be formally documented in writing. The Proprietor recognises the expertise staff build by undertaking training and managing the Health Center and first aid. As such, staff can contribute to and shape this policy and its appendices policy. Any deficiencies or weaknesses recognised in arrangements or procedures will be remedied immediately and without delay. All staff will be informed of the updated/reviewed policy which will be made available to them in either a hard copy or electronically.

Signed:

April 2017



Mr. Fernando Gonzalez
Head of School

Donna Fearn
Health Center Manager

Ann Sinclair
Head Nurse

Ben Dorman
Chairman of the Board

This policy was last reviewed and agreed by the Board of Directors in April 2017 and will next be reviewed no later than October 2017 or earlier if significant changes to the systems and arrangements take place, or if legislation, regulatory requirements or best practice guidelines so require.

TASIS England has an Appointed Person who is Donna Fearn with responsibility for the Health Center inclusive of first aid with reference to the School's employees, students and any other persons on the premises. This includes all teaching and non-teaching staff, volunteers, children and visitors (including contractors). The appointed person must ensure that relevant risk assessments regarding the Health Center and first aid undertaken and that the appointments, training and resources for first aid arrangements are appropriate and in place.

Policy Statement: The School will undertake to ensure compliance with all the relevant legislation with regard to the provision of First Aid for students, staff, parents and visitors. We will ensure that procedures are in place to meet that responsibility. This policy should be read in conjunction with the TASIS England Health and Safety policy and policy on Safeguarding Children-Child Protection on school visits.

Aims and Objectives

- To ensure that first aid provision is available at all times while people are on school premises, and also off the premises whilst on school visits.
- To provide First Aid treatment where appropriate for all users of the school (with particular reference to students and staff) and seek secondary First Aid where necessary and appropriate.

- To treat a casualty, relatives and others involved with care, compassion and courtesy.
- To appoint the appropriate number of suitably trained people as Appointed Persons and First Aiders to meet the needs of the school
- To provide sufficient and appropriate resources and facilities
- To inform staff and parents of the School's First Aid arrangements
- To provide awareness of Health & Safety issues within school and on school trips, to prevent, where possible, potential dangers or accidents.

Practical Arrangements at the Point of Need: The appropriate number of first-aid containers is available according to the risk assessment of the sites. TESIS England will provide:

- The names of those qualified in first aid and the requirement for updated training every three years;
- Having at least one qualified person on each school site when students are present;
- Showing how accidents are to be recorded and parent(s) and/or guardian(s) informed;
- Arrangements for students with particular medical conditions (for examples see section 9 of Health Center policy).
- Hygiene procedures for dealing with the spillage of body fluids;
- Guidance on when to call an ambulance;
- Reference to RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations, 1995), under which schools are required to report to the Health and Safety Executive (telephone 0845 300 9923)
- Access to first aid kits with all first-aid containers are marked with a white cross on a green background;
- First aid supplies are also kept in the Health Center, near to hand washing facilities and arrangements for the refurbishment of supplies are in place.
- Arrangements for students with particular medical conditions (for examples see section 9 of Health Center policy) and special medical needs charts are displayed accordingly (see Appendix 7-11, 14,15)
- Checking and restocking the first-aid containers is carried out regularly by nursing staff. Teachers/staff are responsible for letting the Health Center know about items that need re-stocking.
- Medication such as inhalers and EpiPen are checked regularly by the nursing staff to ensure they have not passed the expiry date and new medication requested to replace any due to expire.
- Lists of all student allergies and required to know medical conditions are emailed at the start of each semester to all teachers within each school division.
- There are 5 nurses so there is always one qualified staff member on the school site when children are present.
- A Paediatric first aider(s) to always accompany the EYFS children when using any specialist facilities and during any offsite activity/education visit.
- Should a student feel unwell or be injured at school she will see the nurse who will respond to a Student who is unwell or injured.

Classification for first aiders: There are now three levels of workplace first aider:

- Emergency First Aider at Work (EFAW) – 6 hour course
- Paediatric First Aider 12 hours Paediatric course
- First Aider at Work (FAW) – 18-hour course.

(Details of the type of training needed for EFAW and FAW are attached at Annex A of this policy)

The Nature of the Workforce: During term time there will be one or more nurses on duty. During school holidays - there should be at least one nurse or Emergency First Aider at Work (EFAW) available to administer first aid. Before a student is accepted for a placement in the school with specific health problems/disability (such as heart conditions, asthma, diabetes etc. a care plan will be completed by the Head Nurse who will consider the training needs for the nurses/teachers/First Aiders within the school. The Head Nurse is responsible for ensuring that there is adequate first aid cover available at all times, including when a nurse is on annual leave, a training course,

a lunch break or other foreseeable absences. It is not acceptable to provide an 'Emergency First Aider at Work' (6 hour course) to cover foreseeable absences of a nurse or 'First Aider at Work' (18 hour course).

Definitions

First Aid: The arrangements in place are to initially manage any injury or illness suffered at work. It does not matter if the injury or illness was caused by the work being carried out. It does not include giving of any tablets or medicine to treat illness.

Full First Aider: A person who has completed a full (3-day) course of first aid training with a training establishment approved by the Health and Safety Executive, and holds a current certificate.

Full Paediatric First Aider: A person who has completed a full (2-day) course of first aid training with a training establishment approved by the Health and Safety Executive, and holds a current certificate.

Appointed Person: A person who has completed a 1-day course of emergency first aid from a competent trainer and holds a current certificate.

Nurse: qualified medical personnel who can administer first aid, medication and provide advice and treatment.

First Aid Facilities: The Head Nurse must ensure that the appropriate number of first-aid containers are available according to site are available. See Health and Safety Executive (HSE) guidelines on recommended and mandatory contents.

- First aid containers always accompany the students when using any specialist facilities and during any offsite activity/education visit. First aid containers must accompany Physical Education (PE) teachers off-site;
- All vehicles carry a first aid kit and spare stock should be kept in school;
- Responsibility for checking and restocking the first-aid containers is that of the Head Nurse. The teachers/First Aiders must notify to the offices or the Head Nurse any necessity of restocking of the First Aid boxes.

The Health Center is responsible for ensuring inhalers, Epipen's, and diabetic pens are available during school breaks and off-site activities. With the exception of this instruction students are not permitted to carry medicines. All medicines brought to school must be handed to the Health Center.

Training: The nurses are Fully First Aid trained and have had specific instruction regarding some other health conditions. The list of staff with current First Aid Certificates is available in the Health Center. A list of First Aid trained staff is saved at the end of this policy. All First Aid qualifications are updated every three years in accordance with regulations. All EYFS staff will be trained at Paediatric First Aid level.

Nurse/First Aiders' responsibilities:

- To summon an ambulance through the Health Center or the duty team, when necessary.
- Always attend a casualty when requested to do so and treat the casualty to the best of their ability in the safest way possible.
- Help fellow nurses/First Aiders at an incident and provide support during the aftermath.
- To insist that **any** casualty whom as sustained a head injury is seen by professionals at the hospital.
- To inform the Health Center when students are too unwell to stay at school. The Health Center will contact parents to collect their child and, when required, inform them of the accident and the hospital to which their child is being taken.
- The nurse will keep an online record of attendances, with dates, times and treatment given.

The Health Center Manager will:

- Provide adequate First Aid Cover as outlined in the Health & Safety Regulations 1981.

- Ensure relevant insurances are in place and that all staff are made aware of First Aid Procedures in school.
- Ensure they obtain history relating to a student not feeling well and provide staff with a list of students who are known to be asthmatic, anaphylactic, diabetic, epileptic, or have any other serious illness.
- Have filed up to date medical consent forms for every student.

Policy on First Aid in School: All students with minor injuries should be brought to the Health Center for assessment. During lesson time the nurses in the Health Center administer first aid. If an accident occurs in the playground and first aid is required, then one of the staff on duty in the playground, which is qualified, can assist, or if they are not qualified, they should come to the Health Center and request the nurse. If there is any concern about the first aid, which should be administered, then the nurses must be consulted. A copy of the Accident Report Form is kept in the Accident Report file, in the Health Center. All details need to be completed by the nurse in the online medical database, including any treatment given. The First Aiders are authorised to apply dressings and compresses and take reasonable steps to facilitate symptom relief. The Office staff or Boarding Duty Team will:

- Call for the nurse/First Aider, unless they are a First Aider themselves, to treat any injured Student.
- Support the nurse/First Aiders in calling for an ambulance or contacting relatives in an emergency.
- **NOT** administer paracetamol or other medications (only the nurses can administer medications).

The arrangements for first-aid provision will be adequate to cope with all foreseeable incidents. This is determined by risk assessment (Local Authority guidance). Designated staff will be given such training in first-aid techniques as is required to give them an appropriate level of competence. The Head Nurse is responsible for ensuring that a sufficient back-up stock is held on site. Notices will be displayed in prominent locations throughout the establishment identifying how to summon first aid in an emergency, and who the first are within school, other than the school nurses.

Accident Prevention: First aid provisions are released annually, or whenever there is a relevant change concerning those for whom the School is responsible or the hazards to which they are exposed. Additionally, the Bursar on advice from the school nurse will ensure contractors have suitable or sufficient first aid provision, or that the contract may include their use of the School's first aid facilities.

The Nurse/First Aiders' procedure for dealing with sick or injured Students:

1. Ascertain by inspection and discussion with student or staff member the nature of the child's injury or illness.
2. Comfort or advice as necessary. This may be sufficient and students can return to class or break. Inform staff member of nature of any concerns if appropriate.
3. The nurses will treat the injury or illness if required. Clean wound with antiseptic wipe or running water and cover with a plaster if still bleeding and no allergy exists. There is a first aid box located at the Health Center, Faculty Room and the Boarding Houses along with the Lower, Middle and Upper School and sports facilities and well-stocked facilities in the Health Center.
4. The nurse will record action taken on the medical database and/or Online Accident Report Book as necessary.
5. If the student is then well enough he/she will return to class.
6. If problem persists or there are doubts as to the seriousness of any injury then for day students parent(s) and/or guardian(s) will be telephoned and asked what they would like to do. If parent(s) wish to collect their child appropriate arrangements are made. If they are boarding students the Head Nurse will make the decision whether parent(s) and/or guardian(s) are to be informed.
7. If a severe illness or injury is suspected then the most appropriate member of staff will take the student to hospital or the emergency services will be called and administrative staff will contact the parent(s) and/or guardian(s) to inform them. No student will travel in an ambulance unaccompanied.
8. If any issue arises during treatment or discussion with the student that the Head Nurse feels should be taken further, she will telephone or speak to the parent(s) and/or guardian(s).

N.B. The First Aiders will have up to date Emergency First Aid training and some will have a full and current First Aid at Work Certificate. They are not, however, medically qualified and hence cannot give medical advice. Only nursing staff can provide medical advice.

Hygiene/Infection control/HIV Protection: Staff should take precautions to avoid infection and must follow basic hygiene procedures. Staff should take care when dealing with such fluids, and when disposing of dressings or equipment. Make sure any waste (wipes, pads, paper towels etc) are placed in a disposable bag and fastened securely. Any students' clothes should be placed in a plastic bag and fastened securely ready to take home.

Source: 'Guidance on First Aid for Schools: A Good Practice Guide' (adapted).

Supporting sick or injured students: With reference to sick students and medicine we:

- Make every effort to keep abreast of new information relating to infectious, notifiable and communicable diseases and local health issues and contact the Head Nurse for advice if we are unsure about a health problem.
- Isolate a student if we feel that other students or staff are at risk and contact parent(s) and/or guardian(s) to take students home if they are feeling unwell/being sick/have diarrhoea/have had an accident/may have an infectious disease, respecting confidentiality.
- Ring emergency contact numbers if the parent(s) and/or guardian(s) cannot be reached.
- Make every effort to care for the student in a sympathetic, caring and sensitive manner.
- Keep other parent(s) and/or guardian(s) informed about any infectious diseases that occur and expect parent(s) and/or guardians to inform the Health Center if their child is suffering from any illness or disease that may put others at risk.

Confidentiality: Information given by parent(s) and/or guardian(s) regarding their child's health will be treated in confidence and only shared with other staff when necessary or appropriate.

Monitoring: Online Accident Report Forms can be used to help the Head Nurse and Head of Estates to identify trends and areas for improvement. They also could help to identify training or other needs and may be useful for insurance or investigative purposes. The Head Nurse regularly reviews the accident records. This policy will be reviewed annually.

Reporting to HSE: The School is legally required under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) legislation (2013) www.hse.gov.uk/riddor Tel: 0845 300 9923 to report the following to the HSE (most easily done by calling the Incident Contact Centre (ICC) on 0845 300 99 23). The Head Nurse must keep a record of any reportable injury, disease or dangerous occurrence. This must include: the date and method of reporting; the date, time and place of the event; personal details of those involved and a brief description of the nature of the event or disease. This record can be combined with other accident records. The following accidents must be reported to the HSE involving employees or self-employed people working on the premises without delay:

- Accidents resulting in death, major injury (including as a result of physical violence) or prevent the injured person from doing their normal work for more than three days; accidents resulting in the person being killed or being taken from the site of the accident to hospital and the accident arises out of or in connection with work i.e. if it relates to:
 - Any school activity, both on or off the premises;
 - The way the school activity has been organised and managed and condition of premises;
 - Equipment, machinery or substances.

The nature of the work, the hazards and the risks. The following table, compiled using information from the Health & Safety Executive, identifies some common workplace risks and the possible injuries that could occur:

Risk	Possible injuries requiring first aid	Risk to employees, Students & visitors/contract or
Manual Handling	Fractures, lacerations, sprains and strains (mainly pertains to kitchen/cleaning and maintenance staff)	Low
Slip and trip hazards	Fractures, sprains and strains, lacerations. (mainly Students)	Low
Machinery	Crush injuries, amputations, fractures, lacerations, eye injuries – there are very few machines within the school, which are capable of causing amputations and fractures.	Low
Work at height	Head injury, loss of consciousness, spinal injury, fractures, sprains and strains – working at heights is restricted to adults, below one meter an adult can work alone; over one meter a full size ladder or scaffold tower is used with 2 or more people present at all times.	Low
Workplace transport	Crush injuries, fractures, sprains and strains, spinal injuries – it is unlikely that workplace transport injuries will occur as the minibus is only used for people carrying.	Low
Electricity	Electric shock, burns – all hardwiring is tested every 5 years and PA 100% every 3 years, there is also an annual visual H&S self-audit which should identify any shortcomings and these would then be rectified, couple to this is the appointment of H&S reps who are responsible for monitoring all H&S matters within their area of responsibility.	Low
Chemicals	Poisoning, loss of consciousness, burns, eye injuries – all chemicals are kept under lock and key and their issue and use is supervised by qualified adults/personnel	Low

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Record keeping: The Head Nurse must ensure that readily accessible accident records, written or electronic, are kept for a minimum of seven years. This should include:

- The date, time and place of incident; the name (and class) of the injured or ill person; details of their injury/illness and what first aid was given; what happened to the person immediately afterwards; and name of the nurse/first aider or person dealing with the incident.

School Accident and Illness procedures: All injuries, accidents, illnesses and dangerous occurrences must be recorded in the Online Accident Report Book. The date, time and place of the event or illness must be noted with the personal details of those involved with a brief description of the nature of the event or illness. What happened to the injured or ill person immediately afterwards should also be recorded. Records should be stored for at least 3 years or if the person injured is a minor. This will be kept in the Health Center.

Incidents / Hazards / Near Miss Book: This should be used to record the unplanned or uncontrollable event. Assessment and review will be undertaken at regular intervals to consider further action.

Accidents involving Staff: Work related accidents resulting in death or major injury (including as a result of physical violence) must be reported immediately (major injury examples: dislocation of hip, knee or shoulder; amputation; loss of sight; fracture other than to fingers, toes or thumbs). Work related accidents that prevent the injured person from continuing with his/her normal work for more than three days must be reported within 10 days. Cases of work related diseases that a doctor notifies the School of (for example: certain poisonings; lung diseases; infections such as tuberculosis or hepatitis; occupational cancer). Certain dangerous occurrences (near misses - reportable examples: bursting of closed pipes; electrical short circuit causing fire; accidental release of any substance that may cause injury to health).

Specific Conditions

Physical Sickness – If a student is physically sick inside the school building, the area is cleaned and disinfected and the student is sent home.

Accidents involving Students or visitors: Accidents where the person is killed or is taken from the site of the accident to hospital and where the accident arises out of or in connection with:

- Any School activity (on or off the premises)
- The way a School activity has been organised or managed (e.g. the supervision of a field trip)
- Equipment, machinery or substances
- The design or condition of the premises.

Need to be reported without delay to HSE, followed by Form F2508. For more information on how and what to report to the HSE, please see:

<http://www.hse.gov.uk/riddor/index.htm>. It is also possible to report online via this link

Annex A:

Basic First Aid

If someone is injured, the following steps will keep them as safe as possible until professional help arrives:

- Keep calm and if people are seriously injured call 999 / 122 immediately; contact the nurse.
- Make sure you and the injured person are not in danger.
- Assess the injured person carefully and act on your findings using the basic first aid steps below.
- Keep an eye on the injured person's condition until the emergency services arrive.

Unconsciousness
If the person is unconscious with no obvious sign of life, call 999 / 112 and ask for an ambulance. If you or any bystander has the necessary skills, give them mouth-to-mouth resuscitation while you wait for the emergency services.

Bleeding
Control severe bleeding by applying firm pressure to the wound using a clean, dry dressing and raise it above the level of the heart. Lay the person down, reassure them, keep them warm and loosen tight clothing.

Burns
For all burns, cool with water for at least 10 minutes. Do not apply dry dressings, keep the patient warm and call an ambulance.

Broken bones
Try to avoid as much movement as possible.

Embedded Objects and Splinters: An object embedded in a wound (other than a small splinter) should not be removed as it may be removed as it may stemming bleeding, or further damage may result. In principle leave splinter in place, carefully clean the area with warm soapy water; use sterile dressing to cover it, Report to parents, if the student is particularly uncomfortable contact parent(s) and/or guardian(s).

Managing Students with hemiplegia: It is essential to include the weaker side in play and everyday activities, to make the child as two-sided as he or she can be. As they get older, many children and young people with hemiplegia can be encouraged to develop better use of their weaker side through involvement in their chosen sports and hobbies. Staff should encourage Students to take part in all activities. If a Student feels unwell, the nurse should be contacted for advice.

Annex B:

The EYFS Appendix to the whole school First Aid First Aid Policy

The EYFS Appendix to the whole school First Aid First Aid Policy: In TASIS England EYFS setting there are staff members who are qualified to take action to apply first aid treatment in the event of an accident involving a child or adult. At least one member of staff with current first aid training is on the premises or on an outing at any one time. The first aid qualification includes first aid training for infants and young children. There are also qualified first aid personnel available throughout the school including the school nurses.

Procedures: With reference to the EYFS the nurses for the whole school, with the support of the lead first aider in EYFS has the following responsibility, among others:

- To keep in regular contact with the Head of School, Bursar and other members of the Senior Management Team, informing them about any important matters relating to First Aid, and carrying out any instructions received.
- To make sure that the school has on its staff an adequate number of persons who are suitably trained and experienced in administering First Aid.
- To advise the Head of School on matters pertaining to training in First Aid, including:
 - i) Training of Key First Aiders among the school staff (5 nurses);
 - ii) General training courses for all staff members to help them understand the principles of first aid.
- To make sure that the school has adequate facilities and equipment for meeting First Aid needs. This includes the commissioning and re-stocking of First Aid Boxes. Our EYFS first aid kit complies with the Health and Safety (First Aid) Regulations.
- To ensure that there is always a qualified person on duty who will be able to provide First Aid.
- To have a plan in place at all times for dealing with cases that require referral to personnel outside the school (e.g. the school doctor, other medical professionals etc.)
- To plan for transport needs in case a person needs to be taken to hospital, whether by ambulance (999) or in a private vehicle.
- To establish and maintain proper records so that information about all Students can easily be accessed.
- To document any incident where First Aid was administered.
- To make use of any suitable opportunities to pass on to Students or others information, which will enable them to be better, educated and informed about First Aid.
- To identify areas of the school programme, which may result in, heightened risk of illness or injury and the consequent need for First Aid provision to be available (e.g. sports fixtures).

Additionally within the EYFS

- The first aid box is easily accessible to adults and is kept out of the reach of children.
- No un-prescribed medication is given to children, parents or staff.
- At the time of admission to the setting, parents' written permission for emergency medical advice or treatment is sought. Parents sign and date their written approval.
- Parents sign a consent form at registration allowing staff to take their child to the nearest Accident and Emergency unit to be examined, treated or admitted as necessary on the understanding that parents have been informed and are on their way to the hospital.

In conclusion, it is the policy of TASIS England that its Students, staff and other should be kept free from injury wherever possible. In cases when injury or illness does occur, the responsibility for dealing with it rests with the First aider on duty working in accordance with the principles outlined in this document and other relevant school policies.

Legal Status:

- This policy is drawn up and implemented to comply with The Education (Independent School Standards) (England) (Amendment) (Regulations) 2012, Part 3, Standard 14.
- Complies with Reporting of Diseases and Dangerous Occurrences Regulations (RIDDOR) (2013). The school is mindful of its duty to report to the Health and Safety Executive (0845 3009923) any instances that fall within the Reporting Injuries, Diseases or Dangerous Occurrences Regulations Act 2013 (RIDDOR).
- Complies with the Guidance on First Aid for Schools Best Practise Document published by the Department for Education (DfE) and *Health and Safety: Advice on legal duties and powers* (2014)
- Complies with the Health and Safety (First Aid) Regulations 1981 (amended 1997)
- First Aid at Work Guidelines for Employers published by the Health and Safety Executive 2009
- Health and Safety: advice on legal duties and powers for Local Authorities, school leaders, school staff, and governing bodies (DfE: 2014)

Related documents and references:

- Welfare, Health and Safety Policy; Medication (giving and storage); First Aid Treatment; Automated External Defibrillators (AEDs) – A Guide to schools (DfE: October 2015); Ebola: Advice and Risk Assessments for Educational Childcare and young person's settings (Public Health England: Feb 2015); Guidance on the use of emergency salbutamol inhalers in schools (DoH: 2015), Supporting Students at school with medical conditions (DfE: September 2014); School Trips and Outdoor Key Activities (HSE).

Paediatric First Aiders in EYFS

Please see our register of qualified first aiders in Appendix 1

Appendix 1: First Aid Trained Staff

Alan Burton	Frances Annesley	Matthew Bagley	Trevor Wells
Alice Ricks	Gary Ross	Matthew Dinger	Uta Reinikainen
Almudena Bermudez	Geoff Nixon	Matthew Holdham	Wendy Gediman
Amanda Cutting	Gerlinde Wimmer	Matthew Sullivan	Zaimar Williams
Amber Connolly	Gillian Calton	Maureen Alldridge	Gerlinde Wimmer
Amy Lobner	Grace Spinola	Maureen Bone	Zoe Kear
Anamari Costa-tait	Gretel Veryard-Arcay	Meagan Harris	
Andrea Linney	Gwendoline Martinez	Melissa Hawkins	
Andrea Morris	Hanna Hardesty	Mercedes Maskalik	
Andrew Stone	Heather McConnell	Michael Nealis	
Angela Rayner	Heather Statz	Mick Steer	
Ann Sinclair (Nurse)	Henrietta MacKenzie	Miguel Garcia	
Anna Androulaki-Woodcock	Hilari Baker	Nancy Davison	
Anna Wright	Ian Burchall	Nancy Hayden	
Anne Gerhardt	Jack Hurst	Nathan Auerbach	
Annette Railey	Jamie Ramacciotti	Nathan Hughes	
Anthony Jones	Jan Lorentsen	Neal Wilde	
Antonia Stavridou	Jason Tait	Nellie Bailey	
Ariana Ladjevardi	Jayne McTaggart	Nicola Holdaway	
Arran Wyeth	Jeffrey Seaberg	Nicola Kiouzelis	
Ayse Yavuz Ulker	Jennifer Portchmouth	Nigel Sadler	
Berna Akca	Jennifer Wieland	Niki Burns	
Beth Auerbach	Jill Clements	Patricia Narciso	
Brooke Trudeau	Jim Bull	Patricia O'Brien	
Camila Aguais	Jimi Seller	Paul Nash	
Caroline Christiansen	Joan Church	Paula Dias	
Carolyn Norris	Joan Lomain	Paula Hurst	
Cathy Joseph (Nurse)	John Arcay	Paula Taylor	
Chantal Gordon	John Smalley	Perrin Tingley	
Cheryl Haustein	John Tudhope	Petra Baker	
Christine Khoo	Jonathan Kendall	Phil Snyders	
Christopher Bowser	Jordan Kominsky	Piotr Jozwik	
Christopher Hawes	Josephine Mujuni	Qing Li	
Christopher Wieland	Josh Bett	Rachel Batsford	
Clarissa Andrew	Juan Gomez Beaty	Rafael Blanco	
Colin Streets	Judith Aguais	Randi Voth	
Cynthia Erickson	Judy MacGregor	Rebecca Hall	
Daniel Schuman	June Sherwood	Robert Blackwell	
Daniel Ware	Karen House	Robert Cutting	
David Condliffe	Kate Dietrich	Robert Hudgens	
David King	Katherin Higgins	Russell Jarman	
David Oppenheim	Kathleen Elliott	Ruth Anne Snelson	
Dean Kasperek	Kathleen Elliott	Samuel Stover	
Debbie Faasee	Kathleen Weldin	Sapna Mishra	
Deborah Baird	Kathy Kotowicz	Sarah Chessman	
Donna Fearn (Nurse)	Katie Peacock	Sarah Fletcher	
Edward Spencer	Kay Harding	Saralyn Covent	
Elizabeth Bird	Kerry Guikeme	Scott Dudley	
Elizabeth Burton	Kim Foreman	Sharon Hudgens	
Emily Heath QUITTER	Laura House	Stacey Wilkins	
Emily Hoeschen	Lauren Jordy	Stacie Bowser	
Emma Symonds	Liam Canny	Stacy Harris	
Erica Moore	Linda Hall	Stephanie Feo Hughes	
Erika Pink	Lucia Spinola	Stephen Kenyon	
Erin Bagley	Lucia Spinola	Steve Snyders	
Ester Caiazzo	Madalina Neagu	Stuart McGregor Dallas	
Eva Snyders	Marcel le Lannoy	Stuart Lake	
Evelyn Kinsella (Nurse)	Margaret Kirwan	Susanne Francey	
Faie Gilbert	Maria McAllister	Tanuja Murray	
Fiona Jansen-Skipp (Nurse)	Maria Taylor	Taryn Kook-Clark	
Frances Annesley Gary	Maria Vazquez	Tate Jonhston	
Geoff Nixon	Mark Burchall	Teresa Irwin	
Gary Ross	Mark Davies	Tony Poerstamper	
	Mark Hurst	Tracey Ahitan	
	Mary Ealey		